

**GOVERNMENT OF TELANGANA**  
**ABSTRACT**

Health, Medical and Family Welfare Department – COVID 19 – Advisory and coordination mechanism for COVID-19 vaccine introduction in the state – Orders – Issued.

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**HEALTH MEDICAL AND FAMILY WELFARE (D) DEPARTMENT**

**G.O.Ms.No. 58**

**Dated: 11-12-2020**

**Read the following:**

1. From the Secretary, MoHFW Government of India D.O. Lr.No. 1940407/2020/Immunization dated 26/10/2020.
2. From the CH&FW, Hyderabad, Lr Rc.No.SPL/COVID-19/ CH&FW/2020, dated 19/11/2020.

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**ORDER:**

COVID-19 pandemic has adversely impacted lives and economy across the globe. It is likely that a vaccine against COVID-19 will be the earliest available intervention to protect the citizens of our country.

2. Government has begun preparations for possible introduction of COVID-19 vaccine. It is anticipated that initially the supply of vaccine will be limited in view of huge demand, hence, prioritization of high risk groups will need to be done for vaccination and subsequently other groups will be included for vaccination.

3. It is likely that COVID-19 vaccine introduction will span over an year with multiple groups being included sequentially starting from Health Care Workers (HCWs). Therefore, it is important to create strong advisory and implementation mechanism at State, District and Mandal level to guide the process of COVID-19 vaccine introduction while ensuring minimal disruption of other routine health care services including routine immunization.

4. Government, after careful examination of the matter, hereby constitute the following committees for planning, execution, supervision and monitoring of COVID-19 vaccination programme in the state:

- i. State Steering Committee
- ii. State Task Force
- iii. District Task Force
- iv. Mandal Task Force

5. The details of Committees and Terms of Reference (TOR) are annexed to this order.

6. The committees shall undertake structured review of all aspects related to preparedness and implementation of COVID-19 vaccination.

**(BY ORDER AND IN THE NAME OF THE GOVERNOR OF TELANGANA)**

**S.A.M.RIZVI**  
**SECRETARY TO GOVERNMENT**

To  
The Commissioner of Health & Family Welfare,  
Telangana State, Hyderabad  
The Director of Public Health & Family Welfare,  
Telangana, Hyderabad  
The Director of Medical Education, Telangana, Hyderabad  
The Commissioner, Telangana Vaidya Vidhana Parishad,  
Hyderabad

(P.T.O.)

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Copy to:

All Members

The P.S. to Chief Secretary to Government

The P.S. to Secretary to Government, HM&FW Department,

T.S.S., Hyderabad

The OSD to Hon'ble Minister for HM&FW

Sc/sf.

**// FORWARDED :: BY ORDER**

**SECTION OFFICER**

**Annexure to G.O.Ms.No.58, HM&FW (D) Department, Dated: 11.12.2020**

**I. State Steering Committee:**

Chairperson: Chief Secretary  
Convener: Secretary, HM&FW Department  
Members:

SL. No.	Designation
1	Special Chief Secretary to Government, Labour Employment, Training and Factories
2	Special Chief Secretary to Government, Education Department
3	Special Chief Secretary to Government, Revenue Department
4	Principal Secretary to Government, Home Dept. Telangana
5	Principal Secretary to Government, Social Welfare Dept. Telangana
6	Principal Secretary to Government, MA&UD Dept.
7	Commissioner & Ex-officio Principal Secretary, I&PR Department
8	Secretary to Government, Panchayat Raj and Rural Development Department
9	Secretary to Government, Youth Advancement, Tourism and Culture department
10	Secretary to Government, Minorities Welfare Department
11	Secretary to Government, Tribal Welfare Department
12	Special Secretary to Government, Women Development & Child Welfare Department
13	Director General, Telangana, National Cadet Corps
14	Regional Director, National Service Scheme
15	Representative from Railways
16	Representative from Defense Establishment
17	Representative of key immunization/development partners
18	Any member the chairperson desires to include

**Terms of Reference:**

**1. Preparatory Phase:**

- i. Ensure active engagement of line departments for various activities related to COVID-19 vaccine introduction as and when the vaccine is made available.
- ii. Oversight on creation of database of Health Care Workers (HCWs) on COVID-19 Vaccination Beneficiary Management system (CVBMS) who will be prioritized for vaccination in the 1st phase.
- iii. Review of state's preparatory activities in terms of cold chain preparedness, operational planning, communication planning, strategies for anticipated state specific challenges in terms of geographical terrain, network connectivity, hard to reach areas etc.
- iv. Mobilize human/other resources and coordinate planning and other activities with various departments.
- v. Financial planning for COVID-19 vaccine introduction amongst HCWs followed by other priority socio-demographic groups.
- vi. Explore utilization of Corporate Social Responsibility (CSR) for financing various activities related to COVID-19 vaccine introduction.
- vii. Devising plan for utilization of Common Service Centres and other public infrastructure as per need.
- viii. Review and ensure that regular meetings of State Task Force (STF) and District Task Force (DTF) are held.

**2. Implementation phase (upon availability of vaccine):**

- i. Oversight on overall microplanning and other operational aspects of COVID-19 vaccine introduction.
- ii. Ensure active involvement of all concerned department and stakeholders as per their pre-defined roles in the process of COVID-19 vaccine introduction.
- iii. Ensure tracking of social media and other platforms for possible misinformation and rumours around COVID-19 vaccine that could impact the community acceptance for COVID-19 vaccine.
- iv. Devise innovative strategies for improving community engagement for improved coverage of COVID-19 vaccine.

- v. Regular review of coverage of COVID-19 vaccine and guidance to State Task Force for corrective actions.

## II. STATE TASK FORCE

Chairperson: Secretary to Government, HM&FW Department

Convener: Director of Public Health and Family Welfare

Members:

SL. No.	Designation
1	Commissioner, Telangana Vaidya Vidhana Parishad
2	Director of Medical Education, Hyderabad
3	Joint Director(CHI) & State Immunization Officer(JD CHI)
4	Commissioner, Women Development & Child Welfare, Hyderabad
5	Commissioner, AYUSH Department
6	Commissioner of Panchayatraj and Rural Development
7	Commissioner & Director of Municipal Administration
8	Commissioner, GHMC
9	Representatives from key immunization/development partners
10	Any member the chairperson desires to include

### Terms of Reference

#### 1. Preparatory phase:

- i. Regularly monitor the progress of database of beneficiaries on COVID-19 Vaccination Beneficiary Management system (CVBMS).
- ii. Provide guidance, including funding and operational guidelines, and fix timelines for districts to plan and implement COVID-19 vaccine introduction as and when vaccine is made available.
- iii. Review cold chain preparedness across the state for possible introduction of COVID-19 vaccine and guide strengthening measures for the same in view of increased cold chain space requirement.
- iv. Identify vaccinators across government and private sectors so as to minimize disruption of Routine Immunization services while introducing COVID-19 vaccine.
- v. Planning and mapping of vaccination sessions where HCWs will be vaccinated during the 1st phase of COVID-19 vaccine roll-out.
- vi. Mapping human resources across departments that could be deployed for vaccination sessions for verification of beneficiaries, crowd management and overall coordination at session site.
- vii. Communicate with District Magistrates (DM) for conducting meetings of District Task Force.

#### 2. Implementation phase (upon availability of vaccine):

- i. Track districts for adherence to timelines for overall implementation of COVID-19 vaccine introduction as per the applicable guidelines.
- ii. Develop a media plan to address rumour mongering as well as vaccine eagerness. Ensure adequate number of IEC materials (as per prototypes) are printed and disseminated to districts in time.
- iii. Regular review with districts and urban local bodies to review and resolve issues related to microplanning, vaccines and logistics, human resources availability, training, waste management, AEFI and IEC/BCC.
- iv. Review and need based approval of additional fund requirement.

## III DISTRICT TASK FORCE

Chairperson: District Collector

Convenor: District Medical and Health Officer

Members:

SL. No.	Designation
1	District Revenue Officer
2	District Immunization Officer (DIO)
3	District Rural Development Officer

4	District Welfare Officer, WD&CW Department
5	District Panchayat Officer
6	Municipal Commissioners
7	District Education officer
8	District Social Welfare officer
9	District Tribal Welfare Officer
10	District BC Welfare Officer
11	District Public Relations Officer
12	Member from Cantonment Boards
13	Member from Sports & Youth Affairs
14	Representative from National Cadet Corps (NCC)
15	Representative from Nehru Yuva Kendra Sangathan (NYKS)
16	Representatives from key immunization/development partners
17	Representative of Indian Medical Association
18	Any other members the chairperson desires to include

### **Terms of Reference**

#### **1. Preparatory phase:**

- i. Monitor progress of database of beneficiaries on COVID-19 Vaccination Beneficiary Management system (CVBMS).
- ii. Ensure training of all concerned HR on COVID-19 Vaccination Beneficiary Management system (CVBMS).
- iii. Monitor progress on key activities such as microplanning, communication planning, cold chain and vaccine logistics planning. Accountability to be fixed for each activity at all levels.
- iv. Planning and mapping of vaccination sessions where HCWs will be vaccinated during the 1st phase of COVID-19 vaccine roll-out.
- v. Identify vaccinators across government and private sectors so as to minimize disruption of Routine Immunization services while introducing COVID-19 vaccine.
- vi. Mapping human resources across departments that could be deployed for vaccination sessions for verification of beneficiaries, crowd management and overall coordination at session site.

#### **2. Implementation phase (upon availability of vaccine):**

- i. Monitor the roll-out of COVID-19 vaccine in the district for progress made and resolving bottle-necks.
- ii. Requisition of required human resource and infrastructure including vehicles if needed from other departments for implementation and monitoring.
- iii. Ensure minimal disruption of other routine health services during rollout of COVID-19 vaccine.
- iv. Robust communication planning at all levels to address rumour mongering as well as vaccine eagerness. Ensure adequate number of printed IEC materials.
- v. Track mandals and urban areas for adherence to timelines for various activities required for introduction of COVID-19 vaccine.
- vi. Ensure timely disbursal of funds at all levels.
- vii. Share key qualitative and quantitative feedback at state level for review.

### **IV MANDAL TASK FORCE**

Chairperson: Mandal Parishad Development Officer

Convenor: PHC Medical Officer

Members:

SL. No.	Designation
1	Mandal Education officer
2	Medical Officers of PHCs
3	Mandal Panchayat officer
4	PO, WDCW
5	Assistant Divisional Engineer, DISCOM concerned

## **Terms of Reference**

### **1. Preparatory phase:**

- Monitor progress of database of beneficiaries to be shared with district for upload on Co-WIN software.
- Ensure training of all concerned HR on Co-WIN software.
- Monitor progress on key activities such as microplanning, communication planning, cold chain and vaccine logistics planning. Accountability to be fixed for each activity.
- Planning and mapping of vaccination sessions where HCWs will be vaccinated during the 1st phase of COVID-19 vaccine roll-out.
- Identify vaccinators across government and private sectors so as to minimize disruption of Routine Immunization services while introducing COVID-19 vaccine.
- Mapping human resources across departments that could be deployed for vaccination sessions for verification of beneficiaries, crowd management and overall coordination at session site.

### **2. Implementation phase (upon availability of vaccine):**

- Monitor the roll-out of COVID-19 vaccine in the block for progress made and resolving bottle-necks.
- Requisition of required human resource and infrastructure including vehicles if needed from district and/or other department for implementation and monitoring.
- Ensure minimal disruption of other routine health services during rollout of COVID-19 vaccine.
- Ensure supervision of vaccination sessions being conducted for COVID-19 vaccine.
- Implementation of communication plan while addressing the local context and needs to address rumour mongering as well as vaccine eagerness. Maximize use of local influencers (including religious leaders) for countering misinformation.
- Ensure adequate number of IEC material pertaining to COVID-19 vaccination is displayed at prominent places and at session site.
- Ensure adherence to timelines for various activities required for introduction of COVID-19 vaccine.
- Ensure timely disbursement of incentives to ASHAs, AVDs involved in COVID-19 vaccination drive.
- Share key qualitative and quantitative feedback at district level for review.

**// FORWARDED :: BY ORDER**

**SECTION OFFICER**